

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on June 9, 2021, at the District office. President Lloyd Ross presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Lloyd Ross (via zoom), Bob Keenan, Seth Price
District Employees: Julie Spencer, Mimi Wildeman, Sergio Lopez
Engineering: Jeff Cicon P.E, Morrison Maierle
Public: None

Pledge of Allegiance

READ AND APPROVE MINUTES:

The minutes of the May 12, 2021, General Board Meeting were reviewed for approval. Keenan made a motion to approve the minutes, Helberg seconded, and it was unanimously.

RESOLVED, That the minutes of the May 12, 2021, Board Meeting be approved.

PUBLIC COMMENT

None

READ AND APPROVE AGENDA

Ross asked for discussion, Cahill made a motion to approve the Agenda, Keenan seconded, it was unanimously.

RESOLVED, That the Agenda be approved.

CONSENT AGENDA

Ross asked for discussion, no further discussion Keenan made a motion to approve, Price seconded, it was unanimously.

RESOLVED, That the Consent Agenda be approved.

OLD BUSINESS

Operations Report- Ross asked for discussion. Lopez gave the report, Price asked about the water loss. Lopez and Spencer reported that crew has been trying to investigate and repair any leaks that we have found, and we might have to investigate acquiring a Leak Detection device. Cahill made a motion to approve the Operators report, Helberg seconded, and it was unanimously.

RESOLVED, That the Operators Report approved as submitted.

Purchasing Security Cameras for District Sites- this was tabled. We now have two quotes and are waiting on the third and possibly a fourth before bringing this back to a meeting.

Engineering update, Jeff Cicon

Water System

- **Task Order #37: Water Tank and Transmission Line Project:**
 - The Request for Proposals (RFP) for the tank pre-selection has been sent to contractors and advertised in the paper. The proposals will be opened at 2:00 p.m. on June 29. The District, with assistance from Morrison-Maierle, will evaluate each proposed based the following criterion:
 - Implementation Cost (30%)
 - Experience (25%)
 - Key Personnel (25%)
 - Warranty and performance guarantee (15%)
 - Proposal and adherence to RFP guidelines (5%)
 - We also plan to solicit quotes for pipe and valves before the project is bid.
 - The project has been submitted to MDEQ for review for compliance with public water standards and SRF program requirements.
 - Cicon needs to meet with the Operators and develop an additional Punch List for McGuire to fix as they will be coming the end of June or 1st July to repair.

Wastewater System

- **Task Order #36: Bay Sewer Replacement Project**
 - A stop work order has been issued for work on the Bay Sewer Project. LHC completed the paving prior to the Memorial Day holiday as agreed. The new lift station is not yet operation due to a problem with one of the pumps, which needs to be sent back to Gorman Rupp for repair.
 - Julie and I met with Judy Bysshe, who owns the property at 350 Bridge Street, to discuss how to screen the new lift station. It was determined that a fence and some plantings would be best. Morrison-Maierle is going to work with a landscaping company and put some recommendations together. This work was not included in LHC's contract.
 - The Construction committee, Julie, Mimi, and I met with LHC to discuss the impacts the large boulders had on construction. While boulders were anticipated in the project area, we did not anticipate them in areas with an existing sewer main. The issue was discussed, and it was determined LHC's claim was valid.

- LHC has submitted Application for Payment #7 for completed work to-date. Morrison-Maierle has reviewed the application and determined it to be correct and complete.

Board Action Item: *Payment Application #7 to LHC, Inc. The Board has the following options:*

1. *Approve Payment Application #7 in the amount of \$842,245.93 (+\$8,507.53 Gross Receipt Tax).*
2. *Other as recommended by the Board.*

Ross asked for discussion, no further discussion Keenan made a motion to approve Payment Application #7 in the amount of \$842,245.93 (+\$8,507.53 Gross Receipt Tax), Cahill seconded, it was unanimously.

RESOLVED, That the motion to approve Payment Application #7 in the amount of \$842,245.93 (+\$8,507.53 Gross Receipt Tax) be approved.

- **Task Order #38: West Trunk Sewer Modelling**

- We have the model up and running but need to meet with the District to go through assumptions before we are ready to present the results.

Development Review

- The Settlement Subdivision – Based on our meeting with the developer on May 17, it is not clear when they intend to start this project. The developer requested a will-serve letter from the district. Julie is coordinating with MDEQ to see if that should be done.
- Saddlehorn No. 11 – There is an existing water main that is conflicting with the sewer line. Robert Peccia and Associates has submitted a fix to add an additional manhole to avoid the conflict.
- Blenn Street Water and Sewer Extension – No update.
- Eagle Bend No. 20 – No update.
- The Fort Subdivision – No update.

NEW BUSINESS

Board Meeting Time- Price stated he would like the Board meetings to return to the evening, after discussion was had the Board decided to keep them at 1:00 pm in the afternoon.

Flathead County Assessor Audit Results- Ross asked for discussion, no further discussion Keenan made a motion to approve, Cahill seconded, it was unanimously.

RESOLVED, That the Flathead County Assessor Audit Results be approved.

Ross asked for discussion in regard to having Helberg sign all needed County Documents, no further discussion Keenan made a motion to approve, Cahill seconded, it was unanimously.

RESOLVED, That the approval of having Helberg sign all needed County Documents be approved.

Flathead County Budget- Ross asked for discussion, no further discussion Keenan made a motion to approve the Flathead County Budget Estimate for the MBR Assessment, Cahill seconded, it was unanimously.

RESOLVED, That the Flathead County Flathead County Budget Estimate for the MBR Assessments be approved.

ARPA GRANTS- Spencer informed the Board of all the monies that could possibly be available through the ARPA Grants, discussion was had, and the Board told Spencer to push forward and see what funding we are eligible for and to meet with the Flathead County Commissioners.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

- Account 1799-00 and 1800-00 informational update regarding letter and Court Scheduling Order.
- Ranch Contract- Ranch got back to Spencer they will schedule a meeting.
- Disbursement of funds from Funding Agency are as follows:
 1. SRF A \$71,850.00
 2. SRF B \$573,180.00

Ross asked for discussion, no further discussion Cahill made a motion to approve the request for SRF A and SRF B funds, Price seconded, it was unanimously.

RESOLVED, That the approve the request for SRF A and SRF B funds be approved.

Purchase of Additional CD Investment –..... Price & Ross

- FDIC Investments- Spencer informed the Board that we have some that are mature, and we may want to check the rates and decide whether or not to reinvest them as the interest gain is low.

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Review of Employee Handbook – on going

Pretreatment Regulations Cahill & Price

- Spencer informed the Board that it is time for Flathead Brewery to reapply for their permit.

Budget & Rate Structure Helberg & Ross

- Asset Replacement Valuations- on going

Rules & Regulations Cahill & Price

- Rules and Regulations - ongoing we need to get Up-To-Date Design and Engineering Standards this needs to be completed as soon as possible, schedule for July.

Farmland..... Helberg, Cahill

- Helberg informed the Board on the sale of our 2001 ARCO Sludge Trailer and that we are in the process of posting the Freightliner for sale.

- Inabnit and Hantz will be going to look at the Vac Truck on June 14th, 2021 and will determine if the truck is worth purchasing.
- Helberg also informed the Board that we are looking into building a 50x100' shop at the farm.
- Helberg asked if the Board if it would be ok for the Operators to participate in the July 4th Bigfork Parade, Cahill stated that he thinks they should and that they should put in what ever equipment they would like. Price and Keenan agreed to leave it up to the Operators.

COMMUNICATIONS

Letter from Holland

ADJOURNMENT

Ross called for a motion to adjourn Cahill moved, Helberg seconded, and it was unanimously.

RESOLVED that the public meeting be adjourned at 2:15 p.m.

Secretary, Mimi Wildeman

Minutes approved by:

President Lloyd Ross